



Rules and Regulations Governing the Use of School Facilities

1. Lake Zurich CUSD 95 (the "District") activities take priority over all other activities. Unfortunately conflicts can arise within our buildings after space has been reserved by outside groups. We will make every effort to accommodate all requests and make logical use of the space available; the needs of our district activities will be given priority. If the district does need access to previously reserved space, we will contact you so that you can make alternate plans.
2. Applications for facility rentals must be submitted to the school office a minimum of three weeks prior to date of intended use. Reoccurring events need to be resubmitted each school year. Reminders will not be sent.
3. In the event that school is cancelled due to weather, all building usage for that day will be cancelled. The need to cancel an event when school is not in session will be determined by the Superintendent or designee.
4. Users of the District facilities must obtain, at their own cost and expense, the types and levels of insurance set forth below prior to the use of the facility, unless explicitly waived by the District in writing. Except for Workers Compensation insurance, the following shall be named as additional insureds, on a primary and non-contributory basis, on each of the required policies below: the Board of Education of Lake Zurich Community Unit School District No. 95, its individual Board members, employees, volunteers and agents. A certificate of insurance, with proper limits of liability, shall be submitted as evidence of insurance at least 3 weeks prior to the event. The absence of such a certificate will preclude use of the facility. The Certificate of Insurance must have the following additional insured endorsement:

ADDITIONAL INSURED ENDORSEMENT: Lake Zurich Community Unit School District 95 including all elected and appointed officials, all employees and volunteers, all boards and their board members are named as additional insured on all liability policies. The coverage shall be primary to the additional insureds, and not contributing with any other or similar protection to the Additional Insureds, whether said other available coverage to be primary, contributing or excess.

The proposed amounts not less than the following:

- Commercial General Liability Coverage
 - \$1,000,000 Per Occurrence
 - \$1,000,000 Damage to Rented Premises (Each Occurrence)
 - \$5,000 Medical Expenses
 - \$1,000,000 Personal & Advertising Injury
 - \$2,000,000 General Aggregate
 - District should be named as an additional insured on a primary & non-contributory basis
- Commercial Automobile Liability Coverage (Only Required if Organization owned vehicles will be brought on district premises)
 - \$1,000,000 Combined Single Limit
 - District should be named as an additional insured on a primary & non-contributory basis
- Umbrella or Excess Liability
 - \$1,000,000 Per Occurrence
 - \$1,000,000 General Aggregate
 - Coverage provided should follow form of the underlying policies
- Workers Compensation Coverage (Only Required if Organization Employees will be on premises – Does not apply to volunteers)
 - Statutory limits

- Employers Liability Limits of \$500,000/\$500,000/\$500,000
 - Sexual Misconduct coverage cannot be excluded from coverage
 - Above coverages shall be from a company authorized to do business in Illinois and with at least an "A XII" rating from A.M. Best Company
 - If requested, the organization must provide copies of the applicable policies and all endorsements thereto.
5. An adult, over 21 years of age, must be present for all activities. Organizations using the building and facilities shall be supervised by one adult per 15 youth, under the age of 16. The adult(s) in charge of the activity will be present during the entire rental period. The adult supervisor must ensure that no minor is left alone after the activity. The organization will be responsible for the proper use of the facilities and the proper conduct of those in attendance. Organizations must provide traffic control/police protection from the local governing authority at their own cost for any event with 500 or more people attending. If the District feels the organization is not providing adequate supervision including traffic control and police, the District may, but is not obligated to, provide additional supervision to monitor the activities. The organization shall reimburse the District for all direct costs involved in providing the additional supervision.
 6. All renters must agree to use appropriate emergency procedures including calling 9-1-1 for medical emergencies and whenever an AED is utilized. It is recommended that the organization provide an AED and trained person to operate it for all outdoor athletic rentals. Also, it is critical that we have an emergency cell phone contact of someone who will be at the event during the rental. The District will not supervise the activity nor will it supply trained AED users to act as emergency responders at any time, including during staffed business hours.
 7. The following are prohibited on school property: smoking, narcotics, drug paraphernalia, consumption of alcohol, foul or abusive language, gambling or weapons. It is the responsibility of the organization to enforce this requirement.
 8. No items shall be pinned or attached to curtains at any time.
 9. No items are to be attached to District property and any modifications made to building structure, equipment or grounds are prohibited.
 10. Adhesive type tapes shall not be used on drywall construction. Signs, displays, or materials may not be attached, nailed, or otherwise affixed to school facilities.
 11. Helium balloons are not allowed in the gyms due to strings getting caught in the ceiling fans and burning out the motors. Any violation of this provision will lead to the organization being charged for any resulting property damage.
 12. No street shoes or cleats are to be worn on the wood gym floors; only non-marking sole shoes.
 13. No hard balls may be used in the gyms. Indoor facilities are not to be used for batting practice.
 14. Use of any type of pyrotechnics or open flame is strictly prohibited.
 15. Food and drinks are not allowed except in areas designated by the District.
 16. Decorations and special effects shall be removed from the building by the organization using the building.
 17. Only the areas of the school for which this request has been made shall be used. It is the responsibility of the supervising adult to ensure that group participants are only in the area(s) approved in the Facility Usage Agreement.
 18. No furniture or equipment may be moved without prior approval of the Building Principal.
 19. A fixed quantity of tables, chairs, and trash cans are the only equipment included in the use of the building. Additionally, basketball hoops and gym mats can be made available in the gyms. No other school equipment may be used by external organizations without specific authorization of the Superintendent or his designee. Utilization

of authorized equipment may require a district employee to operate or supervise the operation of the equipment and whose wages will be reimbursed. In the event more equipment than those included in the facility rental, including audio/visual equipment, is needed charges may be assessed on the invoice. Additionally, a usage fee may be imposed to help the District with the wear and tear on items such as gym mats that need to be replaced and maintained by the District.

20. The District shall not be responsible for properties left on the premises before, during, or after the scheduled activity.
21. Proper care will be given to the buildings and contents therein. The organization assumes financial responsibility individually and on behalf of said organization for that part of the school, or contents utilized therein, that might be damaged or stolen. The cost of damages will be based on the repair or replacement cost, the choice of which is at the Board of Education discretion. Anything damaged or stolen must be reported to the District personnel as soon as possible. A police report will be filed with the LZPD for any items presumed stolen.
22. The organization shall indemnify, defend at the Board of Education of Lake Zurich Community Unit School District No. 95's (the "Board") option, and hold harmless the Board, its individual Board Members, employees, volunteers and agents from any and all losses, costs, fines, expenses, damages, liabilities, causes of action, of any kind whatsoever, specifically including, but not limited to attorneys' fees and expenses any of them may incur as a result of, related to, connected with or arising from any negligent act or omission of the Organization or any breach of the Facility Use Agreement by the organization.
23. Nothing shall be sold, given, exhibited or displayed, including food and refreshments, without written permission by the District. Distribution of any literature or materials must have prior approval by the Superintendent or his designee. It is the responsibility of the organization to monitor this policy.
24. Use of the kitchen or cafeteria equipment requires the presence of a cafeteria employee at an additional charge. If food is to be served, a statement of food or product liability releasing the District from any and all liability must be attached to the facility rental application. To schedule the use of our kitchens contact the number on the application form.
25. An employee of the District shall be appointed in charge of the rented facility at the time of the event; this would normally be a custodian or Technical Director if renting the Performing Arts Center. It will be his/her duty to enforce all regulations herein stipulated and he/she has the further authority to expel an individual or group that fails to comply with the regulations set forth herein. It is the duty of the organization to provide this person with all of the proper supervision and respect in handling of this particular matter and carrying out and discharging his/her duties.
26. School custodians must be present during facility usage by outside organizations. Custodians will typically start 15 minutes prior to the scheduled start of the reserved time and work as necessary after the rental. Additional time for such items such as snow removal and room set up will be added when necessary. Custodians will have work assigned by the District to meet District needs during the event/meeting.
27. Errors discovered on the application including cost estimates and all outstanding issues need to be resolved prior to use of the facility.
28. The maintenance and custodial cost estimates are included in the weekday rate. Weekend rates will apply for rental time between Saturdays 6am until Monday 6am.
29. Payment is due in full to the District within 30 days of invoice. Invoices not paid within 30 days will preclude any future rental use in the District and will be assessed a 1.5% per month charge.
30. Any organization that has a past due account will not have dates held until payments are made.
31. Cancellations must be made 48 hours prior to the last working day prior to the date the building is scheduled to be used.

32. Use of school facilities during school hours and on non-school days must end by 10pm.
33. Custodial charges and security charges will apply to non-school attendance days. If the District incurs additional charge for custodial services and security, including school days, the District reserves the right to charge the additional amount to the organization.
34. Final billings depend on actual time and labor, rather than on estimates made at the time of the application. The District will determine the level of technical/custodial/food service billed.
35. No meetings shall be subversive to the U.S. Government, or immoral, or discriminate against any race, color or creed.
36. The organization will comply with fire codes, life safety codes and all other applicable, local, state and federal codes. Exits may not be blocked at any time.
37. Any action resulting in the activation of the fire alarm will invoke a \$200 fee.
38. All users of District facilities shall agree to honor all of the rights of individuals guaranteed by the state or federal constitution, state or federal statute or Board policy including:
 - a. Title II of the Americans with Disabilities Act;
 - b. Title IX of the Education Amendments of 1972;
 - c. Section 504 of the Rehabilitation Act of 1973;
 - d. Claims of sexual harassment under the Illinois Human Rights Act, Title VII of the Civil Rights Act of 1964 and Title IX of the Education Amendments of 1972
39. The Board reserves the right to deny the use of the buildings and grounds for any purpose, which they deem, is not in the best interest of the school or community. The privilege of using our facilities may also be revoked due to previous misuse or abuse.
40. The Board or its representatives must have free access to all areas in the buildings at all times.
41. The Board will not be liable for any cancellations of scheduled programs arising through failure of heating plant, electrical service or other buildings equipment failures or acts of God.

ADDITIONAL RULES GOVERNING THE USE OF LZHS PERFORMING ARTS CENTER

1. PAC rental requires a technical staff personnel present at an additional cost. Please see attached current year Performing Arts Center rates for additional charge.
2. Heating and air conditioning are an additional cost on weekends.
3. Rental and personnel charges will be rounded to the nearest half hour.
4. Discounted weekly and weekday rates are available on a per group basis. Please see PAC Technical Director for details.
5. It is at the discretion of the PAC Technical Director to require additional supervision, chaperones, security, or police if there is a need. All additional expenses are the responsibility of the organization.
6. Only the area that has been approved may be used. Any other space that needs to be used will need permission and may incur an additional charge. A special space request should be made at the time of the walk through.
7. A 50% deposit may be required at the time of PAC rental request.
8. A cost estimate will be provided prior to facility use. When working out the preliminary cost estimate the primary cost to consider is space.

APPLICATION FOR USAGE OF LAKE ZURICH CUSD 95 BUILDING & GROUNDS FACILITIES

The Business Office requires receipt of the application a minimum of three weeks prior to the event. A minimum of 48 hour notice is required for cancellations of an event. This application applies to all facilities listed. A separate application is needed for the Performing Arts Center. Send application to requested facility for approval.

Name of Organization:		Date of Application:	
Name of Person Responsible:		Contact Number:	
Bill to Name (if different than above):		Cell Phone Number:	
Bill to Address:		Email Address:	
Purpose of Activity:			
Type of Organization: (Subject to verification by school district)	<input type="checkbox"/> Class I- School Affiliated <input type="checkbox"/> Class II Non Profit -Community Groups/Other Taxing Organizations -(must be within district)	<input type="checkbox"/> Class III- Non-Profit Groups Outside & Inside District Engaged in Fund Raising /charge fees , and For Profit Organizations	
Name of Person Supervising Activity (must be 21 years of age):			
Cell Phone of Supervisor:			
Maximum Attendance Figure:		Supervision Ratio Expectancy:	
Materials to be Brought into Facility:			
Event Date: _____ (use 3 rd page for multiple dates)	Event Start Time: _____ (includes set up time)	Event End Time: _____ (includes take down time)	
HIGH SCHOOL <input type="checkbox"/> Varsity Baseball Field <input type="checkbox"/> Varsity Softball Field <input type="checkbox"/> JV Baseball Field <input type="checkbox"/> JV Softball Field <input type="checkbox"/> Practice Field <input type="checkbox"/> Stadium, Track, and Field <input type="checkbox"/> Tennis Courts <input type="checkbox"/> Field House <input type="checkbox"/> Main Gym <input type="checkbox"/> Tonelli Gym <input type="checkbox"/> Cafeteria <input type="checkbox"/> Auditorium <input type="checkbox"/> Library <input type="checkbox"/> Computer Lab <input type="checkbox"/> Classroom <input type="checkbox"/> Other: _____	MIDDLE SCHOOL NORTH <input type="checkbox"/> Gym –North <input type="checkbox"/> Gym - South <input type="checkbox"/> Baseball/Softball Field <input type="checkbox"/> Soccer Field <input type="checkbox"/> Multipurpose Room <input type="checkbox"/> Cafeteria <input type="checkbox"/> Library <input type="checkbox"/> Computer Lab <input type="checkbox"/> Classroom <input type="checkbox"/> Stage <input type="checkbox"/> Other: _____	MIDDLE SCHOOL SOUTH <input type="checkbox"/> West Gym <input type="checkbox"/> East Gym <input type="checkbox"/> Cafeteria <input type="checkbox"/> Stage – East Gym <input type="checkbox"/> Baseball/Softball Field <input type="checkbox"/> Soccer Field <input type="checkbox"/> Library <input type="checkbox"/> Computer Lab <input type="checkbox"/> Classroom <input type="checkbox"/> Other: _____	MAY WHITNEY ELEM. <input type="checkbox"/> Gym <input type="checkbox"/> Cafeteria <input type="checkbox"/> Library <input type="checkbox"/> Computer Lab <input type="checkbox"/> Classroom <input type="checkbox"/> Stage <input type="checkbox"/> Other: _____
		SPENCER LOOMIS ELEM. <input type="checkbox"/> Gym <input type="checkbox"/> Library <input type="checkbox"/> Computer Lab <input type="checkbox"/> Classroom <input type="checkbox"/> Other: _____	ISAAC FOX ELEM. <input type="checkbox"/> Multipurpose Room <input type="checkbox"/> Softball Field <input type="checkbox"/> Library <input type="checkbox"/> Computer Lab <input type="checkbox"/> Classroom <input type="checkbox"/> Other: _____
<input type="checkbox"/> FOOD WILL BE SERVED AT THIS EVENT- If food is being served, please attach statement releasing District of liability associated with food being prepared and/or served. Please specify food:		SARAH ADAMS ELEM. <input type="checkbox"/> Cafeteria <input type="checkbox"/> Gym <input type="checkbox"/> Grassy Area <input type="checkbox"/> Library <input type="checkbox"/> Computer Lab <input type="checkbox"/> Classroom <input type="checkbox"/> Other: _____	
ANY ORGANIZATION NEEDING ADDITIONAL SERVICES, AUDIO/VISUAL SUPPORT OR FURNITURE (TABLE, CHAIRS, SET-UP, KITCHEN ACCESS, ETC.) WILL NEED TO COMPLETE THE SPECIAL REQUEST SECTION. ADDITIONAL CHARGES MAY APPLY.		SETH PAINE ELEM. <input type="checkbox"/> Cafeteria <input type="checkbox"/> Gym <input type="checkbox"/> Soccer Field <input type="checkbox"/> Library <input type="checkbox"/> Computer Lab <input type="checkbox"/> Classroom <input type="checkbox"/> Other: _____	

Name of Organization: _____ Date of Application: _____

FACILITY RENTAL SPECIAL REQUEST

Tables: YES NO QUANTITY REQUESTED: 8ft _____ 6ft _____
Chairs: YES NO QUANTITY REQUESTED: _____
Trash Cans: YES NO QUANTITY REQUESTED: _____
Field Set Up: YES NO Infield Raking Field Lining Base Set Up
Kitchen Access: YES NO *To schedule the use of our kitchens contact the Food Service Office to
schedule access and supervision at 847-540-4247, additional fee applies*

Other Requests _____

****APPLICANT WILL ASSUME ALL CHARGES FOR RENTED ITEMS OVER IN-HOUSE INVENTORY****

Name of Organization: _____ Date of Application: _____

TERMS AND CONDITIONS OF FACILITY RENTALS

All organizations will abide by Lake Zurich CUSD 95's board policies, procedures, and rules and regulations governing the use of school facilities at all times.

All organizations must submit a certificate of insurance 3 weeks prior to facility use. Failure to comply will result in cancellation of the schedule event.

I have received a copy of the Rules and Regulations Governing the Use of School Facilities and will abide by such rules as set forth by the Board of Education of Lake Zurich Community Unit School District #95, 400 S. Old Rand Road, Lake Zurich, IL 60047.

I certify that I am authorized to act for the above-named organization. I understand that (1) the granting of this request does not constitute recognition of my organization as a school-related group or activity, and (2) my organization may not represent itself or any of its activities at school-related. I agree to: (1) abide by the conditions stated in this application, and (2) adhere to all Board policies and administrative procedures applicable to this use of the school's facility.

By signing this application, I agree that Lake Zurich Community Unit School District #95 will be held harmless and I waive any liability claims in accordance with the indemnification provision set forth in the Rules and Regulations Governing the Use of School Facilities. If the application is approved, the person and/or organization will assume responsibility for orderly and careful use of the school facilities. The applicants assume liability for damage or loss of property that may occur.

Applicant's Signature: _____ Date: _____

Athletic Director Signature: _____ Date: _____

IF REQUIRED

Principal Signature: _____ Date: _____

Business & Facilities Office Use Only

Current Certificate of Insurance on File: YES NO

Type of Organization: Class I Class II Class III (proof of not for profit status must be provided to receive class II rates)

Estimated Cost: _____ Application Status: Approved Denied

Director of Facilities Signature: _____ Date: _____

Name of Organization: _____ Date of Application: _____

Community Unit School District 95

Rental Classifications and Rates

Class I - School Affiliated Organizations

- All approved student organizations of the District; fine arts, athletics, alumni association, etc.
- District event

Class II – Non Profit Community Groups /Other Taxing Organizations –Within District (must provide proof of NFP status in order to receive Class II rates)

- Tax supported bodies within the District; public schools, park district, villages, police or fire departments, etc...and their affiliated organizations where no admission is charged and the usage does not have fundraising as an objective.
- Non-profit community groups within the District; boy/girl scouts*, woman’s club, youth athletic organizations, exchange club, etc...which are supported by voluntary contributions of the people whose purposed, in some degree, parallel those of the school’s when they do not charge admission/fees or have fundraising as an objective.
- Organizations that provide services to District employees. This will only apply if the meeting or event is contiguous to an attendance day of students and ends by 5:00 p.m. (classroom space only) and does not require any set-up or clean up.

**The fee can be waived for use immediately following the school day by scout organizations agreeing to provide an approved service project to the school district during each school year.*

Class III - Non-Profit Groups- Within OR Outside District(engaged in fundraising, charge a fee) & For-Profit Organizations

- Non-Profit Community groups within the District when their use of the facilities includes admission/fees or had fundraising as an objective
- Non-Profit groups outside the District who seek to use the facilities for religious, charitable, philanthropic, civic, or non-commercial, non-personal uses that do not entail admission/fees or have fundraising as an objective.
- Non-Profit groups outside the District when their use of the facilities includes admission/fees or has fundraising as an objective
- Non-Profit community groups within the District (Boy Scouts, Girl Scouts, Little League, etc) that are supported by voluntary contributions of the people whose purposes, in some degree, parallel those of the school’s when they have fundraising as an objective.
- Tax supported bodies within the District where their use of facilities includes admission/fees to an event and/or uses the facilities for fundraising activities.
- For-Profit organizations when their use of the facilities does not include admission/fees nor has fundraising as an objective.
- Groups for profit

2019-2020 Facility Rental Fees

Facility Charges (Rates are per hour - 2 hour minimum rental)

	Class I	Class II	Class III
FACILITY CHARGES			
High School Stadium Field/Track	None	\$135.00	\$300.00
High School Stadium Field/Track with lights	None	\$160.00	\$325.00
High School Field House*	None	\$62.50	\$125.00
High School Gym*	None	\$35.00	\$70.00
High School Practice Fields, JV Baseball/Softball fields, Soccer Field – not the stadium	None	\$25.00	\$50.00
High School Tennis Courts	None	\$40.00	\$80.00
High School Varsity Baseball/Softball Field	None	\$45.00	\$90.00
Middle School Gym* / May Whitney Gym	None	\$25.00	\$50.00
Middle School /High School Cafeteria **	None	\$35.00	\$75.00
Middle School North Cafetorium	None	\$37.50	\$75.00
Middle School / Elementary Stage (May Whitney)	None	\$30.00	\$60.00
Middle School Multi-Purpose Room	None	\$20.00	\$40.00
Middle School Softball/Baseball Field /Soccer Field	None	\$22.50	\$45.00
Elementary School Gym/MPR (except May Whitney)	None	\$15.00	\$30.00
Elementary School Cafeteria**	None	\$17.50	\$35.00
Elementary Fields	None	\$10.00	\$20.00
Elementary Soccer Field	None	\$18.00	\$35.00
Classroom	None	\$10.00	\$20.00
Library	None	\$30.00	\$60.00
Computer Lab (requires District Technology Supervisor)	None	\$50.00	\$100.00
STAFF CHARGES			
The School District solely determines what type of supervision will be required for rentals.			
Custodian (4 hour minimum)	\$35/hr.	\$35/hr.	\$35/hr.
Custodian (Sunday- 4 hour minimum)	\$45/hr.	\$45/hr.	\$45/hr.
District Supervisor (up to 4 hours)	\$55/hr.	\$55/hr.	\$55/hr.
Security (2 hour minimum)	\$20/hr.	\$20/hr.	\$20/hr.
Security Sunday (2 hour minimum)	\$27/hr.	\$27/hr.	\$27/hr.
Technology Supervisor (2 hour minimum)	\$42/hr.	\$42/hr.	\$42/hr.

TUTORS	
(per tutor, not entity, or organization) – Hours are based on per week reserved time (not lesson times) Only students of District 95 may be serviced when school is in session.	
1-5 hours	\$125.00
6-10 hours	\$250.00
11-15 hours	\$375.00
16-20+ hours	\$500.00

*If the rental is for a non-athletic event where street shoes, tables and/or chairs are necessary to be used on a wood or rubber athletic surface, Masonite must be placed over the floor to protect it. The Business Office will calculate the cost based on the size of the area needed.

**Cafeteria rentals do not include the use of the kitchen. Use of the kitchen requires food service staff supervision. Please call Food Service Office at 847-540-4247 for rate.

If a renter is requesting to utilize a classroom or a school cafeteria at an elementary or middle school on an attendance day between the end of the school day and 5:30 pm, the room rate is 50% of the amount specified above.

Athletic field preparation and repairs will be assessed an additional charge.

Custodial hourly charges will be applied to open the building, set-up/take down and/or clean-up after the event.

If the event is on a non-school attendance day and the District has to incur overtime to clear snow and/or salt the parking facilities for the renter we will charge the renter an additional \$44.00.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/24/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Agency Name Address Info	CONTACT NAME: AGENT NAME AND CONTACT INFORMATION PHONE (A/C, No. Ext): _____ FAX (A/C, No): _____ E-MAIL ADDRESS: _____	
	INSURER(S) AFFORDING COVERAGE	
INSURED Entity Name Entity Address Info Entity City ST	INSURER A: A VII or Higher Rated Ins. Co.	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 76881662

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR VVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> (if applicable) OTHER:	Y		00-00-00	1/1/2019	1/1/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y		00-00-00	1/1/2019	1/1/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR (if applicable) <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$	Y		00-00-00	1/1/2019	1/1/2020	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below			00-00-00	1/1/2019	1/1/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

ADDITIONAL INSURED ENDORSEMENT: Lake Zurich CUSD 95 including all elected and appointed officials, all employees and volunteers, all boards and their board members are named as additional insured on all liability policies. The coverage shall be primary to the additional insureds, and not contributing with any other or similar protection to the Additional Insureds, whether said other available coverage to be primary, contributing or excess.

CERTIFICATE HOLDER

CANCELLATION

Lake Zurich CUSD 95 832 S. Rand Road Lake Zurich, IL 60047	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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